



Serve Delaware Executive Committee Meeting Minutes

Thursday, June 18, 2015

Smyrna State Service Center, Smyrna DE
9:00a.m. – 12:00p.m.

PURPOSE Monthly Executive Committee Meeting	ATTENDEES Commissioners Present: Nancy Forster, Sara Funaiock, Jeffrey Lank, Georgeanna Windley SOV/Staff Present: Cynthia Manlove, Luz Vasquez-Guzman, Charles Harris Guest: Tom Branen, Senior Advisor for Public Policy for the American Association of State Service Commissions	NOTE TAKER Luz Vasquez-Guzman
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BUSINESS MEETING – CALL TO ORDER

The business meeting was called to order at 9:00 am. by Nancy Forster, Chair of the Commission.

PUBLIC COMMENT – None

ROLL CALL – DETERMINATION OF QUORUM

Roll call was taken to determine a quorum of forty percent of the voting members of the Commission as required by the Bylaws. Four voting commissioners were in attendance by 9:00 am and there was a quorum.

INTRODUCTION OF TOM BRENAN

The chair welcomed Tom Branen the Senior Advisor for Public Policy with the American Association of State Service Commissions (ASC). Mr. Branen provided a brief summary on the ASC and on the FY2016 CNCS funding.

ASC was created in 1997 by Commissioners who felt they needed a voice in Washington. ASC is now the association for 53 Commissions. ASC also works with 100 AmeriCorps programs and 100 more partners as part of a new ASC Coalition. Kaira Esgate is acting as the new Executive Director for ASC.

For FY2016 CNCS funding may be cut by 34% (4 billion dollar cut from 1.18 Billion to 687.8 Million). VISTA and Senior Corps would stay at the current funding level. NCCC and the Social Innovation Fund will be eliminated in the new budget. The cuts would impact the staff and administrative support cost since funding would be cut from 81 million down to 20 million (61 million dollar cut). At this time it is unknown *where* the cuts would be made.

APPROVAL OF CONSENT AGENDA – Nancy Forster

1. Approval of Minutes – February 19, 2015
2. Approval of Agenda – May 21, 2015
3. Acceptance of Financial Report (Revised)
 - a. Hold on voting of Financial Report for the next Full Commission Meeting.

Motion #1: Commissioner Funaiock moved to approve the revised consent agenda.

Second: Commissioner Windley seconded.

Vote: Yes: Commissioners Forster, Funaiock, Lank, Windley

All in Favor. Motion was carried.

VICE CHAIR – DELWARE VOLUNTEERISM

Vice Chair, Sara Funaiock provided a brief update on the upcoming 2015 Governor's Outstanding Volunteer Awards which will be held in October.

- The October date has yet to be determined.
- The deadline to nominate a group or an individual for the award is Wednesday, August 26, 2015.
- In July, the Delaware Volunteerism Committee will identify the Commissioners who will participate in the Selection Committee.

NATIONAL SERVICE PROGRAMS

AmeriCorps Program Director, Charles Harris, reported that Commissioners Georgeanna Windley will serve as the liaison for the DE State Parks AmeriCorps Program.

Mr. Harris also reported that on July 10th there will be a press conference for the Governor & Mayor Substance Abuse Prevention Program Initiative.

It was suggested that a Commissioner/Staff Member should attend a Sussex County Association of Towns (S.C.A.T.) meeting to share the Governor & mayor Substance Abuse Prevention Program Initiative with Mayors of towns.

ADMINISTRATIVE & FINANCE

Commissioner Windley provided updates on the Dropbox account, State Service Plan and Segal Award.

- An orientation is needed in order to introduce the Commissioners to Dropbox. The orientation would explain what is it, what it is for and how to access the file sharing account.
- The State Service Plan is for 3 years but that the plan needs to be updated yearly.
- The Commission is ready to begin to promote the Segal Education Award and encourage colleges to match the award for the AmeriCorps members. The first meeting will be with Del Tech (Delaware Technical Community College).

Deputy Director, Cynthia Manlove reported that there was a gap in the State Matching funds. Commissioner Windley responded by stating that she will set up a special Full Commission Meeting in order to vote on grant adjustments by July.

NEW BUSINESS

Commission Chair, Nancy Forster provided an update on the upcoming Annual Retreat in September. It will be held on Thursday, September 17, 2015 at Buena Vista.

ADJOURN

Motion #2: Commissioner Funaiock moved that the Commission meeting be adjourned.

Second: Commissioner Windley seconded the motion.
All in Favor. Motion is carried.

Meeting was adjourned at 12:00 PM.

Submitted by:

Margarita Rodriquez-Duffy, Commission Secretary